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航空组织

When replying please quote:

Ref.: NT-N1-3.6 — **E.OSG - NACC71936**

1 March 2018

To: MEVA Members and MEVA III Service Provider

Subject: Invitation – Thirty Third MEVA Technical Management Group Meeting (MEVA/TMG/33)
(Willemstad, Curaçao, 29 - 31 May 2018)

Action

Required:

- 1) Transmittal by States of any additional items to the Provisional Agenda by 31 March 2018
- 2) Submission of documentation by the deadlines provided in this letter
- 3) Register participation by 11 May 2018

Sir/Madam,

The MEVA Telecommunications Network since is the most important communications infrastructure that provides services in the CAR Region and that also interconnects with NAM and SAM Regions.

The region has new challenges in terms of communications infrastructure that we need to face in a proactive manner. In this sense and in coordination with Ms. Dulce Rosés, FAA representative and MEVA TMG Coordinator, I invite your Administration/Organization to participate in the Thirty Third MEVA Technical Management Group Meeting (MEVA/TMG/33), to be convened in Willemstad, Curaçao, from 29 to 31 May 2018, which will be kindly hosted by the Curaçao Civil Aviation Authority. The working language of the meeting will be **English**.

All MEVA Members and the MEVA III Service Provider are invited to attend to the meeting and to visit the Curaçao MEVA premises, as well as other persons who, because of their roles in their Organization, should participate to cover the themes that will be developed in the meeting.

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The themes that are proposed to be developed in the meeting are the following:

1. Evaluation of the MEVA network services performance from May 2017 to April 2018.
2. Prepare the network for new regional services (Aeronautical Information Management (AIM), Air Traffic Flow Management (ATFM), System Wide Information Management (SWIM), among others).
3. Follow-up on the activities for the preparation of the region towards the International Telecommunications Union World Radiocommunication Conference (ITU WRC-19) conference, which will be held in November 2019.
4. Review and update of the MEVA Network technical, operational and administrative procedures.
5. The rotation schedule of the meeting for the next five years is prepared.
6. Additional topics proposed by the Administrations by **31 March 2018**.

The Provisional Agenda of the meeting is shown at **Attachment A** and the Provisional schedule at **Attachment B**. States wishing to submit proposals for the addition of items should do so by **31 March 2018**.

You are kindly requested to complete and return the Registration Form at **Attachment C** by e-mail for each participant by **5 May 2018**.

The General Information of the event will be provided shortly.

All meeting documentation will be placed in the Meetings Section of the ICAO NACC webpage: <https://www.icao.int/NACC/Pages/Meetings.aspx?year=2018&cM=02&cY=2018> as it becomes available. Taking into consideration the availability of documentation in electronic format, no hard copies will be distributed during the event.

Documentation that your Administration/Organization may wish to submit/present at the meeting should be forwarded to this office by e-mail as soon as practicable by **20 April 2018** in Microsoft Word using the attached templates. Working papers should be brief, action-oriented, and focused with a four-page limit excluding any appendices.

If you require any further information regarding the meeting, please contact Ms. Dulce Rosés (dulce.roses@faa.gov), Mayda Ávila, ICAO NACC Regional Officer, Communications, Navigation and Surveillance (mavila@icao.int) or Lizette Morales, Assistant, (lmorales@icao.int).

Accept, Sir/Madam, the assurances of my highest consideration.



for
Melvin Cintron
Regional Director
North American, Central American and
Caribbean (NACC) Regional Office

Enclosure:

As indicated

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ATTACHMENT A

**THIRTY THIRD MEVA TECHNICAL MANAGEMENT GROUP MEETING
(MEVA/TMG/33)**

(Willemstad, Curaçao, 29 – 31 May 2018)

PROVISIONAL AGENDA

Agenda Item 1: Approval of Meeting Agenda, Work Method and Schedule

Agenda Item 2: Operation and Performance of the MEVA III Network

- 2.1 MEVA Network operation and performance: 05/2017-04/2018
- 2.2 Improvements to MEVA III node performance
- 2.3 MEVA III monitoring and reporting
- 2.4 Aeronautical Message Handling System (AMHS) connections
- 2.5 Surveillance data sharing

Agenda Item 3: New Challengers (Services, Aeronautical Information Management (AIM), Air Traffic Flow Management (ATFM), System Wide Information Management (SWIM) and Automatic Dependent Surveillance – Broadcast (ADS- B) Satellite)

- 3.1 Update the different States on SWIM, AIM and ATFM
- 3.2 Strategy to face these new challenges
- 3.4 Proposal of an Action Plan for the next two years

Agenda Item 4: ICAO Position for the International Telecommunication Union World Radiocommunication Conference 2019 (ITU WRC-19)

- 4.1 Follow-up for the different States
- 4.2 New challenges
- 4.3 Activities for 2018 and 2019

Agenda Item 5: Administration Activities

- 5.1 Review of the new connection procedures
- 5.2 Third party service procedure
- 5.3 Invoice procedures

Agenda Item 6: Other Business

ATTACHMENT B

**THIRTY THIRD MEVA TECHNICAL MANAGEMENT GROUP MEETING
(MEVA/TMG/33)**

PROVISIONAL SCHEDULE

Time	Tuesday 29 May	Wednesday 30 May	Thursday 31 May
08:30 – 09:00	Registration		
09:00 – 09:30	Opening Ceremony and Group Photo	Agenda Item 3 (cont.)	Agenda Item 4 (cont.)
09:30 – 10:00	Agenda Item 1		Agenda Item 5
10:00 – 10:30	Agenda Item 2	Agenda Item 4	Agenda Item 6
10:30 – 11:00	<i>Coffee Break</i>		
11:00 – 11:30	Agenda Item 3	Agenda Item 4 (cont.)	Review of the Draft Report
11:30 – 13:00			
13:00 – 14:00	<i>Lunch</i>		
14:00 – 15:30	Agenda Item 3 (cont.)	Visit to Curaçao´s MEVA III facilities	



ICAO

International Civil Aviation Organization
 North American, Central American and Caribbean Office

**Thirty-third MEVA Technical Management Group Meeting
 (MEVA/TMG/33)**

Willemstad, Curaçao, 29 – 31 May 2018

REGISTRATION FORM

1.	Position in your Delegation: <i>(Please select one option)</i>	Chief Delegate		Delegate	
		Adviser		Observer	
2.	Country / Organization				
3.	Salutation	Mr.		Mrs.	Miss
4.	Name				
5.	Official Position or Title				
6.	Official Telephone				
7.	Mobile (to contact you in case of an emergency)				
8.	Official E-mail				
9.	Hotel and address where you will be staying during the event				
10.	Please indicate if accompanied by your family	Yes		#	
11.	Dates of total stay in the venue Country				
12.	Please indicate if you have any medical condition or allergies				
13.	Emergency contact information in your country of origin	Name			
		Relationship			
		Telephone			

Please send this form to:
 E-mail: icaonacc@icao.int